

6th September 2016

Dear Sir or Madam

A Meeting of the **COMMUNITIES AND SOCIAL AFFAIRS COMMITTEE** will be held at Council Chamber 1, Parkside on **Wednesday 14th September 2016 at 6:30 p.m** at which your attendance is requested.

Yours faithfully

Lynn Aisbett
Chief Executive

A G E N D A

No.	Item
1.	APOLOGIES FOR ABSENCE
2.	MINUTES To confirm the minutes of the last meeting of the Committee on 22 nd June 2016
3.	DECLARATIONS OF INTEREST
4.	RECOMMENDATIONS FROM OTHER COMMITTEES
5.	UPDATE ON DECISIONS The Head of Communities and Neighbourhoods to submit an update on decisions from the previous meeting of the Committee.
6.	BUDGET MONITORING APRIL - JUNE 2016 (GENERAL FUND) The Head of Central Services to submit a report to provide information on actual expenditure and income incurred on this Committee's services compared to the latest approved budget for the period 1 st April 2016 to 30 th June 2016.

7.	BUDGET MONITORING APRIL – JUNE 2016 (HOUSING REVENUE ACCOUNT)
	The Head of Central Services and The Head of Communities and Neighbourhoods to submit a joint report to provide information on actual expenditure and income incurred on the Housing Revenue Account (HRA), compared to the latest approved budget for the period 1 April 2016 to 30 June 2016.
8.	CAPITAL PROGRAMME MONITORING APRIL – 31st JULY 2016
	The Head of Central Services to submit a report to update the Committee on the progress of schemes within the Capital Programme to 31 st July 2016.
9.	REVIEW OF CHARGES 2017 - 2018 (GENERAL FUND)
	The Head of Central Services to submit a report to provide information on the various fees and charges that are made by this Committee.
10.	REVIEW OF CHARGES 2017 – 2018 (HOUSING REVENUE ACCOUNT)
	The Head of Central Services and The Head of Communities and Neighbourhoods to submit a joint report to provide information on the various fees and charges that are made by this Committee for the HRA.
11.	HRA REVENUE BUDGET ADJUSTMENTS
	The Head of Central Services and The Head of Communities and Neighbourhoods to submit a joint report to update the Committee on any effect to the HRA Revenue budget for 2016/17 following additional government announcements
12.	WHEELS TO WORK – FEES AND CHARGES
	The Head of Communities and Neighbourhoods to submit a report to inform members on the progress of Wheels 2 Work Scheme and gain approval for the increase in fees and charges associated with delivering the Wheels to Work programme
13.	LOTTERY – GOOD CAUSES CRITERIA
	The Head of Communities and Neighbourhoods to submit a report to gain agreement from members to finalise the criteria that ‘Good Causes’ need to comply with in order to be accepted as a beneficiary.
14.	URGENT BUSINESS

To : Councillors

T. Beaken
P.M. Chandler
T.R. Culley
J. Douglas
M.C.R. Graham MBE
T. Greenow
S. Lumley (VC)
V. J. Manderson
A. Pearson (C)
P.M. Posnett

Advice on Members' Interests

COUNCIL MEETINGS - COMMITTEE MINUTES: DECLARATION OF INTERESTS

Interests need not be declared at Full Council in relation to Committee Minutes which do not become the subject of debate at Full Council (ie. Minutes referred to solely on a page by page basis when working through the Minutes of each Committee.)

An interest must be declared at Full Council as soon as it becomes apparent that a relevant Committee Minute is to be debated – this applies even if an interest has been declared at Committee and is recorded in the Minutes of that Committee.

PERSONAL AND NON-PECUNIARY INTERESTS

If the issue being discussed affects you, your family or a close associate more than other people in the area, you have a personal and non pecuniary interest. You also have a personal interest if the issue relates to an interest you must register under paragraph 9 of the Members' Code of Conduct.

You must state that you have a personal and non-pecuniary interest and the nature of your interest. You may stay, take part and vote in the meeting.

PERSONAL AND PECUNIARY INTERESTS

If a member of the public, who knows all the relevant facts, would view your personal interest in the issue being discussed to be so great that it is likely to prejudice your judgement of the public interest and it affects your or the other person or bodies' financial position or relates to any approval, consent, licence, permission or registration then **you must state that you have a pecuniary interest, the nature of the interest and you must leave the room***. You must not seek improperly to influence a decision on that matter unless you have previously obtained a dispensation from the Authority's Governance Committee.

DISCLOSABLE PECUNIARY INTERESTS AND OTHER INTERESTS

If you are present at any meeting of the Council and you have a disclosable pecuniary interest in any matter to be considered or being considered at the meeting, if the interest is not already registered, you must disclose the interest to the meeting. You must not participate in the discussion or the vote and you must leave the room.

You may not attend a meeting or stay in the room as either an Observer Councillor or *Ward Councillor or as a member of the public if you have a pecuniary or disclosable pecuniary interest*.

BIAS

If you have been involved in an issue in such a manner or to such an extent that the public are likely to perceive you to be biased in your judgement of the public interest (bias) then you should not take part in the decision-making process; you should leave the room. **You should state that your position in this matter prohibits you from taking part.** You may request permission of the Chair to address the meeting prior to leaving the room. The Chair will need to assess whether you have a useful contribution to make or whether complying with this request would prejudice the proceedings. A personal, pecuniary or disclosable pecuniary interest will take precedence over bias.

In each case above, you should make your declaration at the beginning of the meeting or as soon as you are aware of the issue being discussed.*

*There are some exceptions – please refer to paragraphs 13(2) and 13(3) of the Code of Conduct.